



ANNOUNCEMENT FOR PROMOTIONAL TESTING SANITARY ENGINEERING TECHNICIAN SPOT: RICHMOND

Final Filing Date: **March 27, 2006**
Bulletin Release Date: March 13, 2006



HZ35 - 3782 6HA33

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY: This is a promotional examination for the Department of Health Services. Competition is limited to employees who meet the minimum qualifications and have a permanent civil service appointment with the Department of Health Services. Under certain circumstances, other employees may be allowed to compete under provisions of [Rules 234, 235, and 235.2](#). State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations.

HOW TO APPLY: To learn more about the examination and testing arrangements, contact the testing office shown below. Applications are available through the <http://www.dhs.ca.gov/jobs/html/promexam.htm> and at the department noted on this announcement. Applications may be filed in person or by mail with:

DEPARTMENT OF HEALTH SERVICES (916) 552-8270
SELECTION UNIT
In Person: 1501 Capitol Avenue, Suite 1501
By Mail: MS 1300-1302
P.O. BOX 997411
Sacramento, CA 95899-7411

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

FINAL FILING DATE: Applications (Form STD. 678) must be submitted by **March 27, 2006**, the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the final filing deadline will not be accepted.

SALARY RANGES:

Range A: \$3192 - \$3879 per month. This range shall apply to incumbents who do not meet the criteria for Range B.

Range B: \$3665 - \$4453 per month. This range applies to persons who have satisfactorily completed the equivalent of 24 months of Sanitary Engineering Technician, Range A experience or have three years of paraprofessional engineering experience (two years of which must have been at an Engineering Technician, Range A) in one or a combination of the following:

1. Technical investigation, inspections, or reports on water supply, water quality, sewage and waste disposal, or related fields; or
2. The preparation or review of sanitary engineering or water supply and distribution plans, estimates, and specifications; or
3. Gather, compiling and analyzing sanitary or water supply and distribution engineering data.

POSITION DESCRIPTION: Incumbents perform paraprofessional sanitary engineering tasks involved in water supplies, water quality control, sewage treatment, waste disposal, water rights, and related fields. Incumbents work under the direction of professional engineers, environmental scientists, or other related professional staff, and perform a wide range of engineering support activities. The incumbent must understand and/or research program regulations for solutions. Situations typically are more variable, and require the incumbent to exercise significant discretion within established guidelines. Contacts are occasionally sensitive and require detailed program knowledge.

Positions exist with the Department of Health Services in Richmond.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement by **March 27, 2006**, the final filing date. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all work experience. College course information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree (if applicable).

Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS: Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as either I, or II, or III, etc.

Either I

One year of experience in the California state service performing the duties of a Sanitary Engineering Technician Trainee, Range B.

Or II

Two years of paraprofessional sanitary or water resources control engineering experience (one year of which must have been at a level of responsibility comparable to a Sanitary Engineering Technician Trainee, RangeB). **And** Equivalent to completion of the twelfth grade. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

GENERAL QUALIFICATIONS: In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

EXAMINATION INFORMATION: This examination utilizes an evaluation of education and experience (E&E) weighted 100%, and is based solely upon information provided with the application. Information provided with the application will be assessed compared to a standard developed in relation to the elements of the job and linked to the knowledge and abilities required on the job.

Special care should be taken to submitting a complete description of your education and experience relevant to the typical tasks, scope and minimum qualifications stated on this announcement. Supplemental information will be accepted but competitors should read the announcement carefully to determine what kind of information will be useful to those individuals completing the evaluation.

The Department of Health Services reserves the right to revise the examination plan to better meet the needs of the service if circumstances under which this examination was planned change. Such a revision will be in accordance with civil service law and rules and all competitors will be notified.

SCOPE: Ratings will be determined based on the depth and breadth of professional education and experience beyond what is minimally required. Emphasis will be placed on measuring:

Knowledge of:

1. Algebra, spelling and grammar.
2. Sanitary and public health engineering principles and practices.
3. Water development, supply, and distribution systems.
4. Sewage treatment, and industrial waste disposal systems.
5. Purification and sanitation processes.
6. Bacteriological, chemical, and biological examination of water, sewage and industrial waste.
7. Sanitary engineering design and construction.
8. Laws, rules, and regulations pertaining to public health engineering and waste quality control and water rights in California.

Ability to:

1. Learn and apply the regulations and policies governing water quality control, and water rights sanitary engineering.
2. Make algebraic calculations.
3. Communicate effectively.
4. Review, check, and interpret sanitary engineering or water supply and distribution plans, estimates, and specifications.
5. Make engineering calculations.
6. Establish and maintain cooperative relations with those contacted in the course of the work.
7. Analyze situations accurately and recommend an effective course of action.

ELIGIBLE LIST INFORMATION: A departmental promotional list will be established for use by the Department of Health Services. The list will expire 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. All candidates meeting the requirements for admittance to the exam will be placed on the eligible list in one of three ranks.

NOTE: Transfer of list eligibility is not permitted from a list established by an E&E examination to a list established by any other type of examination.

Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first.

VETERANS PREFERENCE: Veterans preference credits are not granted in promotional examinations.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922
Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379